Subject: Budget Adjustment and Memorandum of Understanding (MOU) with Butte County Office of Education (BCOE) for Sheriff School Resource Officers

Department: Sheriff-Coroner

Meeting Date Requested: May 21, 2019

Contact: B. Callas Phone: 530.538.2861

Regular Agenda ☐ Consent Agenda ☑

Department Summary: (Information provided in this section will be included on the agenda. Attach explanatory memorandum and other background as necessary).

BCOE, in collaboration with the Sheriff’s Office, applied for and received California Department of Justice (DOJ) Tobacco Grant Program funding. The program has many goals and is designed to: reduce access and promotion of tobacco products to youth, reduce youth exposure to secondhand smoke and nicotine aerosol, increase awareness of tobacco and new tobacco products, increase awareness of nicotine addiction in the community, and enhance the overall safety and security of schools.

The term of the grant is December 1, 2018 through June 30, 2021; however, the DOJ did not notify BCOE until April 4, 2019, of the approved program. BCOE will hire two half-time personnel to manage the grant and the education component for the target populations, and the Sheriff’s Office will hire two deputy sheriffs and one patrol sergeant to implement the program. The total grant award is $1,638,459 for the term of the grant; the Sheriff’s Office may receive up to $1,395,730 of the grant funding. BCOE is the grant recipient, and the MOU is the mechanism for BCOE to pay the Sheriff’s Office for staff and other expenses. The program fully funds the three Sheriff employees.

The Department recommends entering into an MOU with BCOE for tobacco intervention and enforcement targeting youth. The term of the MOU is May 21, 2019 through June 30, 2021, not-to-exceed $1,395,730.

Fiscal Impact:

The current fiscal year will see minimal program activity; estimated to be $5,000. The following two fiscal years will exceed $650,000 per year.

Personnel Impact:

3 new staff; 2 deputy sheriffs and 1 patrol sergeant.

Action Requested:

1) Approve budget adjustment (4/5 vote required); and 2) Approve MOU and authorize the Chair to sign.

Administrative Office Review: Andy Pickett, Deputy Chief Administrative Officer
**BUDGETARY ADJUSTMENT WORKSHEET**

Description of Budget Action: Minimal appropriation for staff overtime to attend tobacco training seminars.

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MEMORANDUM OF UNDERSTANDING
BETWEEN
THE BUTTE COUNTY OFFICE OF EDUCATION AND
THE BUTTE COUNTY SHERIFF'S OFFICE

CALIFORNIA DEPARTMENT OF JUSTICE
TOBACCO GRANT PROGRAM
DOJ-PROP56-2018-19-1

WHEREAS, the California Department of Justice (DOJ) administers the Tobacco Grant Program and awards funds to local agencies that have authority to enforce tobacco related state laws or local ordinances; specifically those that enforce state and local laws related to the illegal sale and marketing of tobacco products to minors; and

WHEREAS, the DOJ requires local agencies to perform investigative activities and compliance checks on establishments selling tobacco products in order to reduce illegal sales to minors and youth; and

WHEREAS, The Butte County Office of Education (BCOE) applied for and received Tobacco Grant Program Funding. The BCOE will serve as the primary grantee on this joint proposal with the Butte County Sheriff's Office (BCSO); and

WHEREAS, the DOJ awarded BCOE grant funds in order to serve the most rural, under-resourced areas of Butte County. The DOJ approved grant funding for three (3) School Resource Officers and two part-time program coordinators assigned to serve eight (8) rural high schools; and

WHEREAS, the two-year program is designed to provide school professionals and law enforcement with the skill set to identify nicotine experimentation, nicotine addiction and nicotine intervention, and to support students who offend. The program shall also conduct tobacco retail law enforcement activities in the municipalities surrounding each school.

NOW THEREFORE the Butte County Office of Education and the Butte County Sheriff's Office agree as to collaboratively implement the Tobacco Grant Program.

Section 1

The BCOE shall administer the DOJ Tobacco Grant Program. The BCOE was awarded $1,638,459 for program funding for the two-year grant term.

Section 2

The BCOE shall provide a half-time Tobacco Prevention Activities Coordinator and a half-time Tobacco Prevention Program Specialist and the BCSO shall provide a full-time Patrol Sergeant
and two full-time Deputy Sheriffs. BCOE and BCSO shall work collaboratively to implement the DOJ Tobacco Grant Program and serve the target population.

Section 3

The BCOE agrees to pay BCSO a not-to-exceed amount of $1,395,730 over the term of the grant. Funding shall specifically be used as approved in the "Tobacco Law Enforcement Grant Budget Detail", attached. BCSO shall claim expenses monthly, in arrears, and BCOE shall make every effort to pay BCSO within 30 days of claim.

Section 4

The BCOE and the BCSO agree that this Memorandum of Understanding is contingent upon the DOJ allocating funding and providing reimbursement for the grant program.

BUTTE COUNTY OFFICE OF EDUCATION

By: Mary Sakuma
Mary Sakuma, Superintendent

Date: 4/30/19

COUNTY OF BUTTE

By: Kory L. Honea, Sheriff-Coroner

Date: 3/6/19

By: Steve Lambert, Chair
Butte County Board of Supervisors

APPROVED AS TO FORM

Date: ____________________________

By: ______________________________
Reviewed for Contract Policy Compliance
Contracts Division, GSD

APPROVED AS TO FORM

Date: ____________________________

By: ______________________________
Bruce S. Alpert
Butte County Counsel